

**Gordon Ford College of Business
Administrative Council Meeting**

Minutes

December 1, 2016

9:00 a.m.

Grise Hall 443

Members present: Drs. Ray Blankenship, Indudeep Chhachhi, Cathy Carey, Bob Hatfield, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick, and Jeff Katz, presiding. Drs. Chris Keller and Dennis Wilson were guests.

Dr. Katz welcomed Dr. Chris Keller, Associate Director of the Honors College and Dr. Dennis Wilson, Honors Coordinator for the GFCB. Dr. Keller shared information about the enrollment for GFCB honors course offerings from the last four years and suggestions for future offerings. It included a suggestion to cap classes at 25 students. He also explained HEEC – Honors Enriched Embedded Courses. The goal of HEEC is to embed Honors material in the course and usually has a cap of 4 students. There was a discussion about how many honors courses and HEECs to offer in the GFCB.

Dr. Katz asked for approval of the minutes. Dr. Hatfield made a motion and Dr. Blankenship made a second motion to approve the minutes from November 17th. The minutes were approved without changes.

Dr. Katz distributed a report of part-time faculty listings on Interview Exchange and gave an update from the recent CAD meeting. He distributed information about the space on the square downtown that GFCB is considering using. GFAC agreed they will ask the center directors about possibilities for using the space. Dr. Katz announced the next GFAC meeting will be January 5th and every two weeks after that date.

Dr. Trawick asked for feedback on the most recent Faculty Qualifications Guidelines she distributed by email. GFAC will continue to review it and finalize it at the January 5, 2017 GFAC meeting.

Dr. Katz asked for departmental updates. Department chairs shared updates from the current job searches underway in the GFCB and events taking place in their departments. Dr. Trawick thanked GFAC for their work on the SACSCOC reports. Dr. Todd gave an update on the eSports program.

Dr. Katz distributed the current list of GFCB committee lists and asked GFAC to send changes to Ms. Harvey. He also requested that scheduled Spring events be sent to her for the event listing distributed at the college meeting on January 19, 2017. Dr. Katz reminded GFAC that self-evaluations are due to Ms. Harvey by December 12, 2016. He thanked everyone for their work throughout the year.

The meeting ended at 10:45 a.m. and the next meeting is January 5, 2017.